



BUXHALL PARISH COUNCIL

Chairman: Councillor David Steed
Clerk: Tina Newell
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On 4 April 2020, the government brought in a new regulation allowing local authorities to conduct meetings remotely; SI 2020 No. 392 The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

Councillors: You are hereby summoned to attend a meeting the Annual Meeting of the Parish Council on **Thursday 6th May 2021 at 8pm** to be held remotely on Zoom.

Members of the press and public: You are hereby notified of the meeting to which you are invited to join where public input will be invited.

To attend the meeting please follow this link <https://zoom.us/j/91079454008?pwd=bU1kazdTUHpiOHpHWmd5aWlQOWFhUT09> or telephone 0208 080 6592 entering, when prompted, the meeting ID 910 7945 4008 and passcode BUXAPM21

AGENDA

1. To elect a Chairman of the Council and receive the Chairman's declaration of acceptance to office.
2. To elect a Vice Chairman of the Council and receive the Vice Chairman's declaration of acceptance to office.
3. **Apologies for absence:** to receive and note or accept.
4. **Declarations of Interest and Dispensation considerations:** Members are reminded of *their* responsibility to declare any interest in respect of any matter contained or brought up in this meeting in accordance with the Councils Code of Conduct. Council will consider dispensation requests.
5. **Minutes of previous meeting:** To consider, approve and sign the minutes of the Parish Council meeting held on 12 April 2021.
6. **Matter of report from minutes of previous meeting:** attached.
7. **Public Forum (this section at the Chairman's discretion may last up to 15 minutes):**
 - a) To receive reports from the District and County Councillor.
 - b) To receive comments or questions on matters of interest from members of the public present.
8. **To consider Co-option to the Council:** To receive applications to fill the one casual vacancy for councillor and consider co-option.
9. **Governance:**
 - a) To review the terms of reference for all committees
 - b) To appoint members to existing committees and working parties
 - c) Review and adopt Standing Orders and Financial Regulations

- d) Review representations on external bodies
- e) Review of inventory of land and other assets
- f) Confirmation of insurance cover in respect of all insurable risks
- g) Review subscriptions to other bodies
- h) Review of the Council's complaint procedure
- i) Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
- j) Review of the Council's policy for dealing with the press/media
- k) Review of the Council's employment policies and procedures

10. **Planning:**

- a) To consider and agree Council comments on applications made to the Local Planning Authority (MSDC): DC/21/02361 Erection of 3 bungalows including associated external works Land North of Copperfields, Brettenham Road, Buxhall

11. **Finance** (all supporting papers appended):

- a) To approve the finance report for the period ended 30 April 2021
- b) To consider and approve the following gross payments to be made by internet banking (supported by invoices and receipts)

Payee	Description	£
SLCC	Clerks Attendance at SLCC Training	54.00

- c) To receive a cheque from a resident as contribution to the cost of felling the trees on the playingfield
- d) To consider a request from 'Save the Buxhall Crown' group to fund a full valuation on the asset at a cost of £2,000.00.

12. **Playingfield:** To consider a request to hire the playingfield for a one off function

13. **Any other matters for information, to be noted, or for inclusion on a future agenda.**

14. **To agree dates for future meetings:** proposed dates 2021 – June 7, July 5, September 6, October 4, November 1, December 6, 2022 – January 10, February 7, March 7, April 4 and May 9.

15. **To close the meeting.**

Tina Newell

28 April 2021

Tina Newell
Clerk to Buxhall Parish Council